



JOB DESCRIPTION

Position Title: **Crew Chief**

Working Area: **Solid Waste**

Class Code: 3320

Non-Exempt

EEO Code: 08

Effective Date: August 30, 2002

Major Function

Skilled work in leading and training a crew in the work activities of handling the transfer and disposal of solid waste. Provides technical guidance to assigned personnel in performing work associated with the proper disposal of solid waste.

Essential Functions

Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.

Verifies that daily equipment usage check sheets are completed accurately, and that operators perform daily maintenance checks (e.g. oil, fuel, and tires). Insures that required maintenance and/or equipment service is performed.

Must be able to operate all Solid Waste Division equipment, including, earth moving pan, bulldozer, yard dog, agriculture tractor, mad-vac, back-hoe, tub grinder, tire shredder, tractor-trailer, front-end loader, bob-cat, road grader, dump truck, and other related equipment as needed.

Operates heavy equipment to properly dispose of solid waste at County landfill. May train subordinate personnel in the use and operation of equipment and heavy equipment used by the Solid Waste Division.

Position transfer trailers under hopper and in staging areas for pick-up.

Constructs and maintains roads, slopes, drainage systems, ditches, borrow pits, disposal areas for solid waste, compost areas, tire areas, litter control and reclamation, transports solid waste, performs transfer station activities and other activities as assigned.

May be required to assist with random load inspection of materials brought to the transfer station. Sorts recyclable materials into proper storage areas for collection and staging for transport to recycling centers.

May be required to assist with sorting hazardous materials such as paint, batteries, white goods, oil and other such materials to safe storage and proper disposal.

Keeps records and submits reports on work performed as necessary.

Performs other duties as assigned or as may be necessary.



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Minimum Qualifications

Considerable knowledge of the effective operation of heavy equipment and tractor-trailer operation. Knowledge of traffic and highway safety rules and regulations. Knowledge of effective precautionary measures necessary to avoid accidents. Knowledge of tools and equipment used in maintenance and construction projects. Knowledge of Solid Waste Management practices to include, but not limited to, construction, maintenance, grading, drainage systems, gas venting, and erosion control.

Ability to shoot and establish grades and elevations used in solid waste activities. Ability to understand and carry out general instructions related to construction, maintenance, loading, and transportation work. Ability to perform and complete work reports. Ability to communicate effectively with the general public.

Skilled in the operation of equipment to effectively complete assignments.

High School Diploma or GED and two (2) years experience in the Solid Waste field.

Must possess and maintain a valid Florida Driver's License. Must have the ability to obtain a Florida Commercial Driver's License, Class A, if required.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.

Working Conditions

The work environment for this position involves extensive fieldwork. Incumbents may work in adverse weather condition. Incumbents perform a variety of physical work skills and duties and are exposed to high levels of dirt, dust, and fumes. Incumbents are required to lift objects weighing in excess of 50 pounds on a regular basis. Incumbents in this position must follow safety procedures carefully.